EL DORADO COMMUNITY HEALTH CENTERS

JOB DESCRIPTION

JOB TITLE: Dental Director

REPORTS TO: Chief Clinical and Wellness Officer

DIRECT REPORTS: Dentists, Dental Hygienists

JOB SUMMARY: Under the direction of the Chief Clinical and Wellness Officer (CCWO), the Dental Director serves as the clinical and strategic leader for El Dorado Community Health Centers oral health program. As a key member of EDCHC's clinical leadership team, this role is responsible for delivering high-quality, patient-centered dental care that is consistent with the mission and values of a Federally Qualified Health Center (FQHC), including a commitment to serving underserved and vulnerable populations regardless of their ability to pay. The Dental Director provides clinical oversight across all dental service lines, sets the direction for oral health program growth, and ensures that care delivery aligns with HRSA requirements, UDS reporting standards, and FQHC best practices. This leader champions an integrated, whole-person model of care by collaborating closely with medical, behavioral health, and care coordination teams across EDCHC specialties. The Dental Director represents the dental program in senior management discussions, Board meetings, and community partnerships, serving as a visible and credible spokesperson for oral health within the organization and the broader community.

JOB DUTIES AND RESPONSIBILITIES

Clinical Leadership and Oversight

1. Ensure the delivery of high-quality, patient-centered dental care that meets professional, HRSA, and regulatory standards, with a commitment to equitable access for all patients served by EDCHC, including those utilizing the sliding fee discount program.
2. Lead the development, implementation, and monitoring of dental services, focusing on quality, patient satisfaction, clinical outcomes, and financial efficiency.
3. Oversee quality improvement initiatives, regularly reviewing clinical metrics, UDS oral health measures, and HEDIS benchmarks to drive continuous improvements in care quality and patient outcomes.
4. Provide direct patient care, collaborating with clinic operations to enhance provider productivity, access to care, and financial performance; model clinical excellence and professionalism for dental staff.

Program and Staff Management

1. Recruit, develop, and lead a high-performing dental team, ensuring all clinicians are properly credentialed, trained, motivated, and aligned with EDCHC's organizational values and FQHC mission; conduct regular performance evaluations and foster a culture of clinical accountability and growth.

2. Maintain compliance with all relevant laws, regulations, and accreditation standards, including HRSA Health Center Program requirements, OSHA dental standards, and state dental practice acts; ensure accurate, timely, and complete patient records in the electronic health record (EHR) system.
3. Address clinical concerns, patient grievances, and risk management issues promptly and constructively, minimizing organizational exposure and upholding EDCHC's commitment to patient safety and dignity.
4. Foster a collaborative, integrated care approach within the dental team and across departments, supporting care coordination with medical providers, behavioral health staff, and community health workers to address the whole-health needs of EDCHC patients.

Strategic and Operational Leadership

1. Partner with the Dental Clinic Operations Manager to ensure dental clinics are functioning efficiently with optimal provider productivity, staff engagement, patient satisfaction, and visit capacity; support efforts to expand dental access and reduce barriers for underserved patients.
2. Guide clinical collaboratives, quality improvement initiatives, research activities, and community outreach programs that advance oral health equity and enhance patient well-being in El Dorado County.
3. Provide strategic advice to clinical personnel and senior leadership regarding dental program operations, service line expansion, workforce planning, and emerging trends in community oral health.
4. Build and maintain relationships with key stakeholders, including external dental partners, specialty referral networks, HRSA project officers, state dental associations, and community organizations that support EDCHC's patient population.

KNOWLEDGE, SKILLS AND ABILITIES

- Strong leadership in developing and implementing dental care strategies, policies, and goals.
- Deep knowledge of dental sciences, clinical best practices, and regulatory requirements.
- Ability to analyze complex clinical and financial data to drive informed decision-making.
- Proven ability to lead, develop, and inspire high-performing teams.
- Strong problem-solving, conflict resolution, and change management skills.
- Ability to build partnerships and work collaboratively across disciplines.
- Demonstrated business acumen and substantial knowledge of the dental sciences; ability to analyze, synthesize, and communicate complex data, clinical information, quality outcomes, and business needs in an accurate, objective, and clear manner to diverse audiences.
- Ability to network with peer FQHCs, dental associations, and clinical leaders to identify and adopt best practices, recruit high-quality clinicians, and strengthen EDCHC's reputation as a leading community oral health provider.

QUALIFICATIONS

Experience:

- Minimum of 3–5 years of demonstrated experience in a dental leadership role, such as Dental Director, Lead Dentist, or equivalent, overseeing a team of similar size and clinical scope; FQHC or community health center experience strongly preferred.
- In-depth understanding of dental care regulations, emerging trends, evidence-based clinical best practices, and the unique regulatory and compliance framework governing FQHCs, including HRSA oversight, Section 330 grant requirements, and UDS reporting.
- Demonstrated ability to build and maintain professional relationships.
- Experience managing or practicing within a safety-net dental or oral health program, with an understanding of the social determinants of health and the barriers to oral health care faced by low-income, uninsured, and underserved patient populations.
- Expertise in quality assurance, risk management, and compliance.
- Familiarity with federal and state regulations governing dental care providers, including HIPAA, OSHA bloodborne pathogen standards, Medi-Cal dental program requirements, and HRSA Health Center Program Compliance Manual expectations.
- Capacity to envision and develop clinical programs consistent with EDCHC's mission and the Federally Qualified Health Center model, including an understanding of sliding fee schedules, enabling services, and community-responsive care design.

Education and Licensing Requirements:

- Licensed to practice dentistry in the state(s) in which organization operates.
- D.D.S. or D.M.D. required.
- Additional advanced degree in business, public health, healthcare administration or related field of study preferred.
- Knowledge of credentialing process, delineation of clinical privileges and peer review for dental staff.

OTHER

Physical Requirements:

Normal health center/interior office environment. See, hear, talk, walk or move about, sit and/or stand for long periods of time, reach, stoop, bend, lift up to 50 lb.; transfer clients of any weight; repetitive hand movement; use and view a computer; use a calculator, operate fax, copier, telephone and car; read and write English.

Blood Borne Pathogen Exposure (Please Check One)

_____ Category I: Job classification includes ALL employees who have occupational exposure* to blood borne pathogens* (blood or body fluids) while performing their job duties.

_____ Category II: Job classification includes employees who are likely to have SOME occupational exposure to blood borne pathogens because Category I tasks may occasionally be required.

_____ Category III: Job Classification includes those employees who perform jobs and tasks where NO CONTACT with blood borne pathogens occurs and Category I and Category II tasks ARE NOT a condition of employment.

FLSA Status: Exempt

Note: The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an inclusive list of all duties, responsibilities and skills required of incumbents. In accordance with the Americans with Disability Act, reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential job functions.

Salary: $182,182.40 - $213,694.40